

# MONROE COUNTY

## JOB DESCRIPTION

**Position Title:** PARK MAINTENANCE PARK ATTENDANT **Date:** 01/21/99

**Position Level:** 2 **FLSA Status:** Nonexempt **Class Code:** 2-1

### GENERAL DESCRIPTION

Primary function is to provide park maintenance.

### KEY RESPONSIBILITIES

1. \*Open and close park.
2. \*Clean bathrooms.
3. \*Empties and cleans garbage cans.
4. Keeps park grounds clean from litter and debris.

\* Indicates an "essential" job function.

The information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

<b>Position Title:</b> PARK MAINT & PARK ATTENDANT	<b>Class Code:</b> 2-1	<b>Position Level:</b> 2
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<b>KEY JOB REQUIREMENTS</b>	
<i>Education:</i>	H.S. Diploma or GED preferred.
<i>Experience:</i>	0 to 1 year.
<i>Impact of Actions:</i>	Decisions and impact are limited to decisions and planning within a small work group or project team.
<i>Complexity:</i>	Routine: Work consists of routine tasks, processes, or operations. The incumbent selects and applies several clearly-prescribed, standard policies and procedures requiring little interpretation. Problems are solved by choosing between a few clear choices or discussing them with a supervisor.
<i>Decision Making:</i>	Basic: Ongoing supervision is provided on an "as needed" basis. Some independent judgment is necessary to select and apply the most appropriate of available procedures.
<i>Communication with Others:</i>	Little or no contact required externally or internally except with immediate associates and the supervisor.
<i>Managerial Skills:</i>	Involves no responsibility or authority for the direction of others.
<i>Working Conditions/Physical Effort:</i>	Work requires occasional physical exertion and/or muscular strain. Work involves several disagreeable elements and/or exposure to job hazards where there is some possibility of injury.
<i>On Call Requirements:</i>	On-call 24 hrs pending disasters.

APPROVALS		
<i>Department Head:</i>		
Name: _____	Signature: _____	Date: _____
<i>Division Director:</i>		
Name: _____	Signature: _____	Date: _____
<i>County Administrator:</i>		
Name: _____	Signature: _____	Date: _____

On this date I have received a copy of my job description relating to my employment with Monroe County.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_